

RECORD OF PROCEEDINGS

A meeting of the Woodmoor Water and Sanitation District No. 1 (WWSD) Board of Directors was held on January 8, 2024, at the Woodmoor Water and Sanitation District No. 1 office.

PRESENT:	President Bush Director Beley Director Martinez Director Clewe
Manager:	Jessie J. Shaffer
Operations:	Dan LaFontaine
Attorney:	Erin Smith
Office Manager:	Cory Lynch
District Engineer	Ariel Hacker
Visitors:	James Howald - Our Community News Jackie Burhans – Our Community News Mark Valentine – Merrick and Company

I. Call to Order: President Bush called the meeting to order at 13:01.

II. Reading of the Minutes: Copies of the December 18th, 2023 meeting minutes of the Woodmoor Water and Sanitation District were provided to each Director.

Motion: President Bush entertained a motion to accept the December meeting minutes. Director Martinez moved, Director Clewe seconded, and the Board unanimously passed that the December 18th, 2023 meeting minutes be approved.

III. New Business:

A. Consider Resolution No. 24-01 Annual Administrative Matters Resolution

Motion: President Bush entertained a motion to adopt Resolution No. 24-01 Annual Administrative Matters Resolution. Director Beley moved and Director Martinez seconded and the Board unanimously voted to adopt Resolution No. 24-01 Annual Administrative Matters Resolution

B. Disposal of District Office Equipment of De Minimis Value (used computers, office furniture & like equipment), Used Well Drop Pipe (Scrap Price) & Brass Meter Bodies (Scrap Price)

Motion: President Bush entertained a motion to allow the Disposal of District Office Equipment of De Minimis Value. Director Beley moved and Director Martinez seconded and the Board unanimously voted to allow the Disposal of District Office Equipment of De Minimis Value.

IV. Old Business

None

V. Financial Report:

The Board was presented with the financial statements for December 2023 in draft form. It was stated that there are outstanding invoices for December that must be processed in 2023. The final December 2023 and January 2024 financials will be presented at the February Board meeting.

VI. Public Discussion

None

VII. Joint Use Committee Report:

Director Clewe reported that the JUC would be meeting on Tuesday, January 9th.

VIII. Chilcott Ditch / The Ranch Report:

Everything is winterized and there is nothing new to report.

IX. Manager's Report: Shaffer provided the manager's report.

1. Collaborative Organizations / Opportunities:

- a. PPRWA – Meeting reviewed the outlook for 2024.
- b. Loop Water Authority- Loop is working with CSU to possibly use Bailey Water Treatment Facility. Also working on analyzing the easement requirements required by the pipeline needed from Fountain Creek to the Loop's customers.

2. Operations Update

- a. Water Report: LaFontaine reported there were a total of four breaks of which one resulted in a water loss of an estimated one million gallons.
- b. Sewer Report: Nothing to report.

3. Engineers Report

a. District Construction/Planning Projects:

1. Highway 105A – Expected to take another two years to complete.
2. Highway 105B – Meeting on January 11th about easements.
3. CWTP Dawson Well – 745 feet TD (total depth) reached.
4. Well 22 Pump House & Transmission Pipeline – Work has begun.
5. Zone 5 PRV's – Three installed and no new updates.

4. WWSD Subdivision/Development Status Update

- a. Monument Junction – Putting up houses and no other updates.

5. Other Topics:

- a. 1st Quarter “Pipeline Newsletter” – Shaffer asked for input from Board members.

X. Special Reports & Subjects

- A. Attorney's Report – None
- B. WIA Meeting Report – Annual meeting is January 29th, 2024.

Adjournment: There being no other business before the Board, the meeting adjourned at 13:44.

Record of January 8, 2024, Board Meeting

Respectfully Submitted,



William Clewe III, Secretary